2022 New Faculty Workshop
Friday, August 5; Location: CITL (Speare 113)

9:00 – 9:25 am  Welcome, introductions, and getting started as a faculty member at New Mexico Tech
Introductions, paperwork, computer accounts, email, etc.
*Michael Jackson, Associate VP for Academic Affairs and Shari Montazeri, Academic Affairs Financial Administrator*

9:30 – 9:55 am  Student and faculty support at NMT: Academic support and faculty resources
*David Cox, Director, Joseph R. Sken Library*

10:00 – 10:30 am  Canvas LMS: A Brief Overview
*Curtis Warren, Canvas Administrator*

10:30 – 10:45 am  Break

10:45 – 11:00 am  Academic Center for Technology (ACT)
Overview of instructional technology and how to get help when you need it.
*Jose Gonzalez, Director of ACT*

11:05 – 11:25 am  Introduction to NMT’s Faculty Senate
An overview of Faculty Senate: what it does, the type of work it oversees, and the opportunities faculty have to participate.
*Bill Stone, Department of Mathematics Chairperson and Faculty Senate Parliamentarian*

11:30 am – Noon  Knowing what I know now
Informal discussion with faculty who recently started at NMT.
*Christopher ChoGlueck, Department of Communication, Liberal Arts, and Social Sciences (CLASS) and Gilberto Gonzalez-Parra, Department of Mathematics*

Noon – 1:00 pm  Break

1:00 – 3:00 pm  Teaching essentials
Designing a syllabus, setting expectations, course assessment, attendance, dos-and-don’ts.
*Steve Simpson, Dean, College of Arts and Sciences and Julie Ford, Department of Mechanical Engineering*